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School Districts; Statistical Data; Surveys

IDENTIFIERS Connecticut (Bristol); Public Law 93 380

ABSTRACT

This is the final report and evaluation of a program designed to disseminate career education curricular materials to career education agencies in Connecticut and nationwide. In three sections, the report evaluates the dissemination process. Section 1 focuses on the number of curricular packets disseminated and the localities reached after initial mailing. This portion contains maps, statistics, charts, and outlines which relate to the initial mailing, the respondents, and the Connecticut Superintendents. The final total distribution is reported as 525; total number of locations reached is fifty-seven. The conclusion is that the distribution phase was successful in that broad national coverage was achieved. Section 2 examines the origin and number of curriculum materials received from other sources. The evaluation of this phase is that, since only thirteen materials were received, the project did not meet expectations of a two-way sharing of materials. The final section gives results of a survey used to ascertain general use of circulated materials. With the report's caution that 51% of the forms were returned, seven findings are presented, the first of which is that 63.7% of respondents indicated the curricular materials were used for reference/resource purposes in the career education library. A final project performance report and a performance report abstract are attached. (CSS)

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ED160778

PROGRAM EVALUATION

FEDERAL GRANT NO: G007502291

"Penetrating School Strata Through Career Education"

Submitted to the U.S. Office of Education

dated June 30, 1976 for:

Bristol Public Schools
Career Education
985 Farmington Avenue
Bristol, Ct. 06010

U.S. DEPARTMENT OF HEALTH,
EDUCATION & WELFARE
NATIONAL INSTITUTE OF
EDUCATION

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CE 017610

This report prepared by:

Dr. Albert Lindia
200 Stratford Road
New Britain, Connecticut

PURPOSE:

The purpose of this exemplary program is to communicate career education philosophy, methods, program activities, and evaluation results to career education practitioners and to the general public through large scale dissemination of curricular materials to career education agencies nationwide.

OBJECTIVES:

1. To provide curricular materials developed by the Bristol Career Education Program to career education programs throughout the state of Connecticut and the nation.
2. To help foster communication and sharing of materials among career education programs throughout the country.
3. To benefit the Bristol Career Education Program by initiating an exchange which will result in the infusion of new career education ideas and procedures for other programs.

EVALUATION PLAN:

The evaluation program will encompass the following listed elements:

- I. A report on the number of curricular packets disseminated and the localities reached after the initial mailing. This will include a detailed study of respondents with regard to:
 - A. their positions.
 - B. specific nature of the request.

Respondents will be located on maps in order to determine whether there is a particular area of the country from which a large number of requests come and to represent graphically the range of localities from which requests emanate.

INITIAL MAILING:

Curricular materials prepared by the Bristol Career Education Project Personnel were distributed throughout the United States and territories according to the following prepared lists:

United States Office of Education
Career Education Funded Projects
(76)

Project Directors
Funded under section 142 (c) - Part D
Public Law 90-576
(58)

Contact Persons (Career Education)
State Departments of Education
(55)

Ms. Gloria Butler
United States Office of Education
Office of Career Education
(2)

Connecticut State Department of Education
Division of Vocational Education/Career Resource Centers
(5)

STATISTICAL DATA:

Total number of kits distributed - 196

Total number of different locations (states/territories) - 57

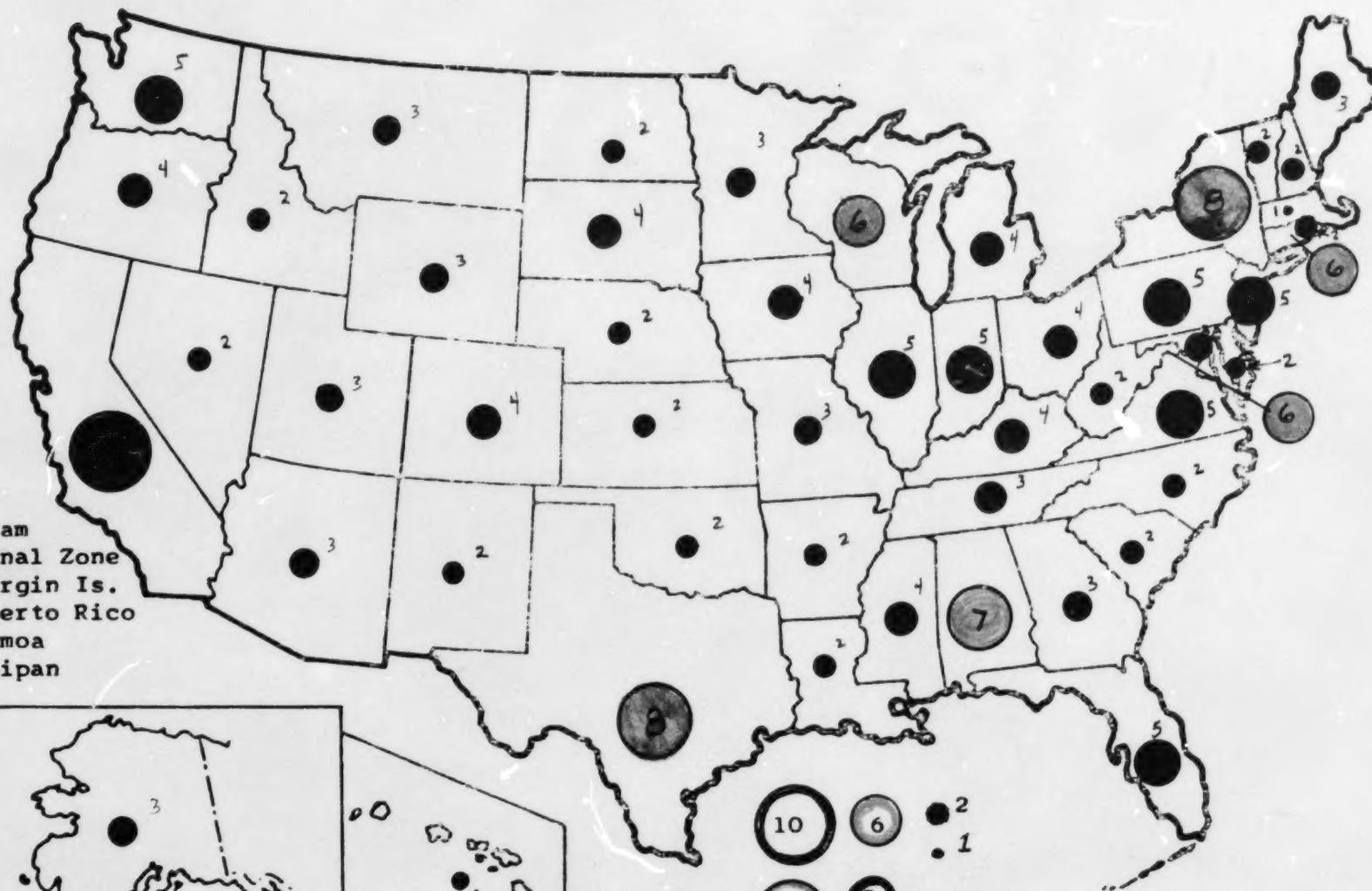
Packet distribution by location:

Range: 1 through 10

BRISTOL CAREER EDUCATION PROGRAM
Bristol, Connecticut

INITIAL MAILING
Distribution Map
June 30, 1976

- 2 Guam
- 1 Canal Zone
- 2 Virgin Is.
- 2 Puerto Rico
- 2 Samoa
- 1 Saipan



Number of Copies	Number of Locations	Total Kits Distributed	Percent of Total Locations
1	3	3	1.5
2	21	42	21.4
3	11	33	16.8
4	8	32	16.3
5	7	35	17.9
6	3	18	9.2
7	1	7	3.6
8	2	16	8.2
9	0	0	0
10	1	10	5.1
Totals	57	196	100%

RESPONDENT:

Curricular materials prepared by the Bristol Career Education Program were distributed to respondents which could be attributed to:

- initial mailing
- publicity given project in professional newsletters relating to career education (national publication)
- word of mouth notification

STATISTICAL DATA:

Total number of kits distributed - 179

Total number of different locations (states/territories) - 39

Range: 1 through 26

Number of Copies	Number of Locations	Total Kits Distributed	Percent of Total Locations
1	15	15	8.3
2	6	12	6.7
3	4	12	6.7
4	2	8	4.5
5	2	10	5.6
6	1	6	3.4
7	2	14	7.8
8	1	8	4.5
9	1	9	5.0
13	1	13	7.3
14	1	14	7.8
16	2	32	17.9
26	1	26	14.5
Totals	39	179	100%

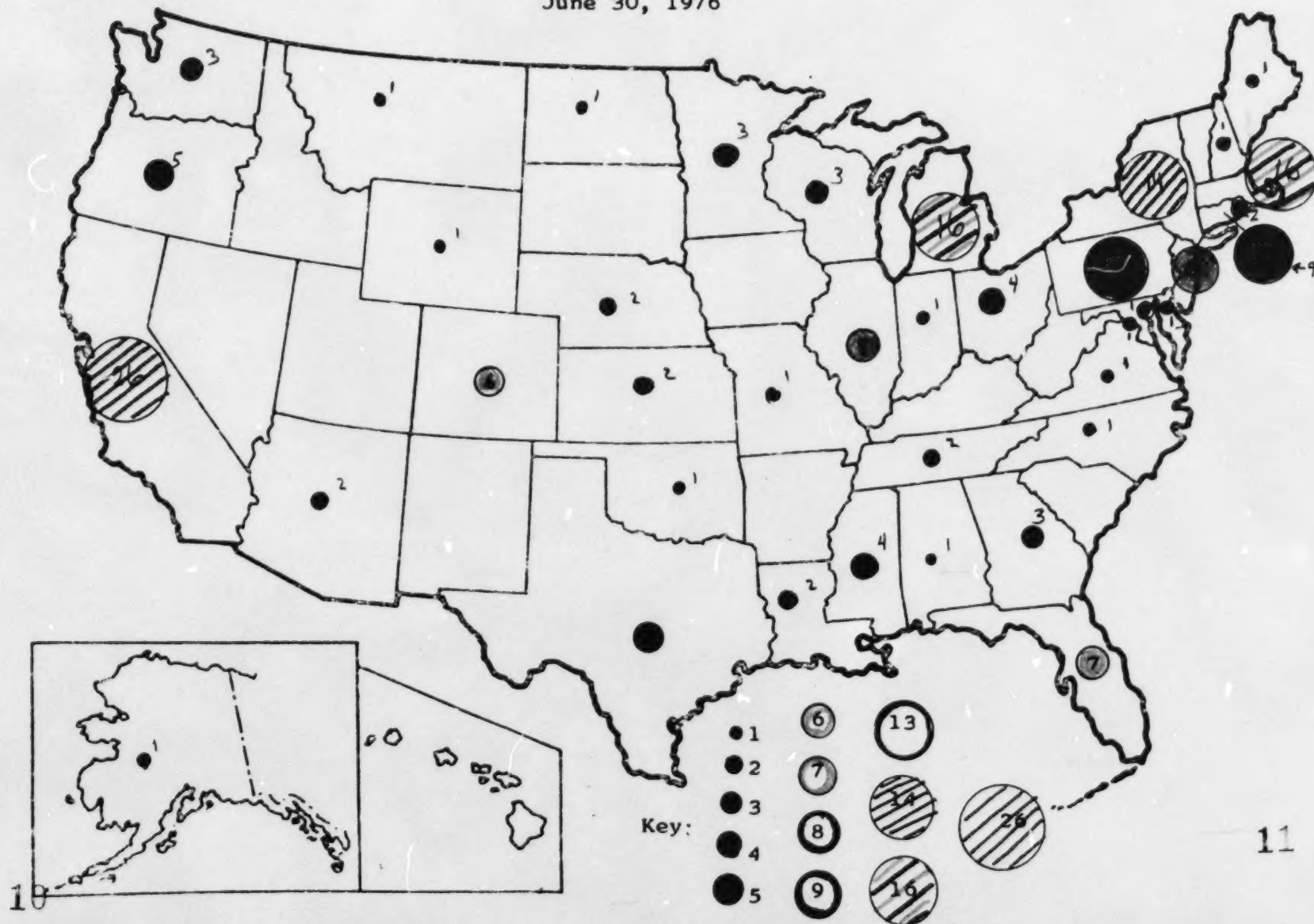
RESPONDENT PROFILE (ORGANIZATIONAL):

The position/respondents job title was associated with career education, i.e., titles such as career education, directors, guidance personnel, vocational guidance director, resource librarian, dean, coordinators, principal, para-professional, etc.

The evaluator made the judgement that the organizational unit from which the request was made for the curriculum packet was a more definitive means to assess the diversity of the respondent, therefore, the following categorization:

BRISTOL CAREER EDUCATION PROGRAM Bristol, Connecticut

RESPONDENTS
Distribution Map
June 30, 1976



(1) Four Year Colleges

Total number - 27

Total number of different locations - 19

New York	3
Minnesota	2
New Jersey	2
Michigan	2
Missouri	1
Connecticut	2
Oregon	2
Mississippi	1
Montana	1
Nebraska	1
Wisconsin	1
Illinois	1
Virginia	1
Rhode Island	2
Pennsylvania	1
Washington	1
Colorado	1
Ohio	1
Massachusetts	1

Titles: Director, Librarian, Administrative Secretary,
Professor, Curriculum Specialist.

(2) Junior Colleges

Total number - 3

Total number of different locations - 3

Connecticut	1
New York	1
Wisconsin	1

Titles: Director, Assistant Dean.

(3) Business Organizations

Total number - 10

Total number of different locations - 8

California	1
Pennsylvania	1
Illinois	1
Oregon	1
New Jersey	2
New York	2
Washington, D.C.	1
Massachusetts	1

**Titles: Director, Coordinator, Creative & Production
Service, Staff, President, Editor, Resource Assistant**

(4) Career Education Resource Centers/Laboratories

Total number - 8

Total number of different locations - 8

Florida	1
Colorado	1
Arizona	1
Illinois	1
Kansas	1
Tennessee	1
Washington	1
Michigan	1

Titles: Career Education, Director, Co-Directors

(5) Elementary Schools

Total number - 3

Total number of different locations - 3

California	1
Connecticut	1
Michigan	1

Titles: Principal, Career Education Resource Teacher

(6) Community Schools, Cooperatives/Consortium

Total number - 7

Total number of different locations - 6

Oregon	2
Georgia	1
Indiana	1
Illinois	1
Texas	1
Mississippi	1

Titles: Directors, Coordinators, Consultant

(7) Vocational Technical Schools/Centers

Total number - 12

Total number of different locations - 9

California	1
Colorado	2
Florida	1
Illinois	2
Minnesota	1
Arizona	1
Massachusetts	2
Texas	1
Pennsylvania	1

Titles: Director, Supervisor of Enrollment, Coordinator

(8) Individuals - No Affiliate Listed

Total number - 6

Total number of different locations - 5

California	1
Connecticut	1
Georgia	1
Massachusetts	2
Pennsylvania	1

Titles: None

(9) High Schools

Total number - 28

Total number of different locations - 8

Connecticut	4
New York	7
California	6
Massachusetts	6
Michigan	1
New Jersey	2
Illinois	1
Pennsylvania	1

**Titles: Coordinators, Principal, Paraprofessional,
Director, Job Placement Counselor, Guidance
Counselor**

(10) School Districts

Total number - 75

Total number of different locations - 28

Alabama	1
Alaska	1
California	16
Colorado	2
Delaware	1
Florida	5
Georgia	1
Kansas	1
Louisiana	2
Maine	1
Maryland	1
Massachusetts	4
Michigan	11
Mississippi	2
Nebraska	1
New Hampshire	1
New Jersey	2
New York	1
North Carolina	1
North Dakota	1
Ohio	3
Oklahoma	1
Pennsylvania	8
Tennessee	1
Washington	1
Wisconsin	1
Wyoming	1
Texas	1

Titles: Superintendent, Assistant Superintendent, Career Education Coordinator, Director Career Education, Guidance Director, Counselor, Evaluation Director, Consultant, Program Specialist, etc.

SPECIAL DISTRIBUTION - SUPERINTENDENTS OF SCHOOLS, CONNECTICUT

In order to provide distribution within the state of Connecticut, a booth was set up at the annual meeting (January 1976) of the Superintendents' Association at the Sheraton Hotel in Hartford.

Career education curricular materials containing the total K-12 packet was available. Each person was requested to sign a sheet for identification and recording purposes, however, 150 completed packets were taken and only 93 signed the required identifying sheet.

STATISTICAL DATA:

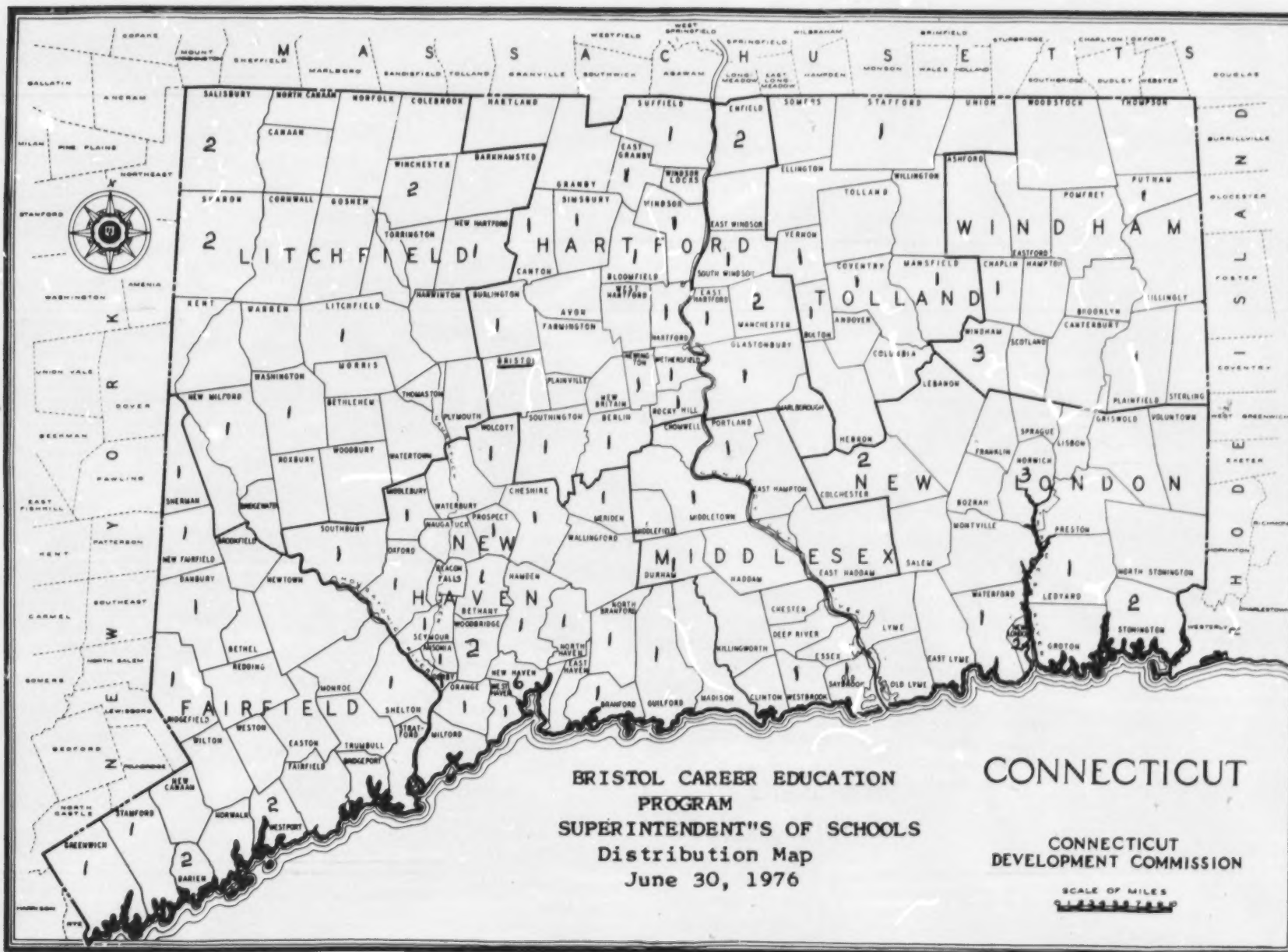
Total number of kits distributed - 150 93 (identifiable)

Total number of locations - 75

Range: 1 through 6

Number of Copies	Number of Locations	Total Kits Distributed	Percent of Identifiable Total Locations
1	63	63	67.7
2	9	18	19.3
3	2	6	6.5
4	0	0	0
5	0	0	0
6	1	6	6.5
Totals	75	93	100%
		57*	
	Total	150	

*not identifiable



TOTAL DISTRIBUTION:

The total distribution of the career education curriculum kit represents:

initial mailing	196
respondent	179
Connecticut Superintendents	
identifiable locations	93
kits taken - not listed	57

Total	525
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STATISTICAL DATA:

Total number of kits distributed - 525

Total number of locations - 57

Range: 1 through 108 (excluding Connecticut - 1-36)

Number of Copies	Number of Locations	Total Kits Distributed	Percent of Total Locations
1	2	2	0.4
2	12	24	5.2
3	6	18	3.8
4	13	52	11.1
5	2	10	2.1
6	4	24	5.2
7	1	7	1.5
8	4	32	6.8
9	2	18	3.3
10	1	10	2.1
12	2	24	5.2
13	2	26	5.6

17	1	17	3.6
18	1	18	3.8
20	1	20	4.3
22	1	22	4.7
36	1	108*	23.1
Total	57	468	100%
		57*	
Total Distribution		525	

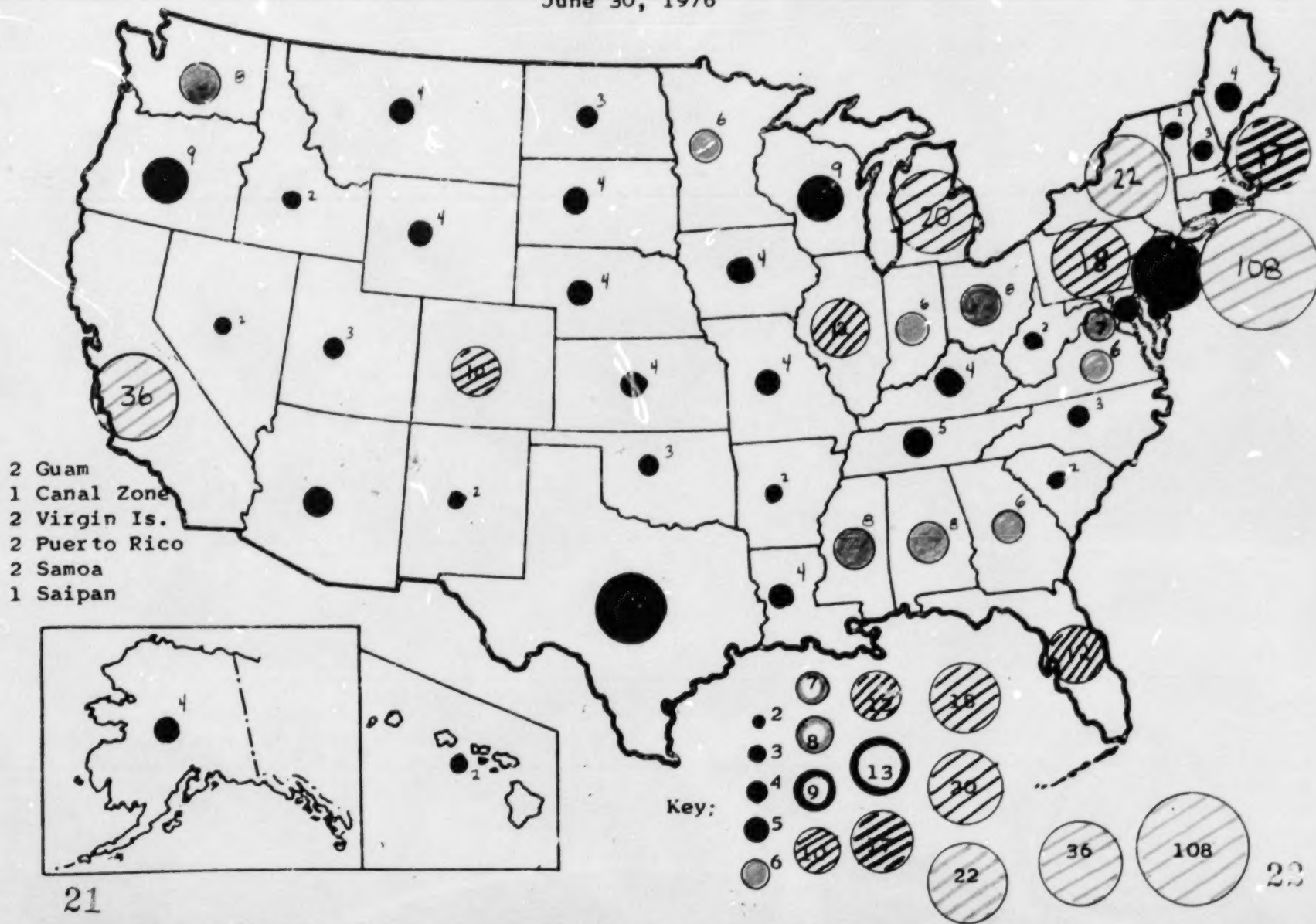
*Connecticut Superintendents' Association - 57 not identifiable distributed in Connecticut

Most all respondents' requests were specific in that the letters specified, "please send curricular materials" or "career education packets" which was interpreted as a request for the complete career education curricular packet. No specific breakdown as elementary, intermediate or high school curricular materials were made.

With no specified plan for a publicity campaign, the distribution phase was very successful. 57 different locations were reached. 179 organizations and individuals responded. The respondents represented a broad spectrum (organizationally):

- (1) Four Year Colleges
- (2) Junior Colleges
- (3) Business Organizations
- (4) Career Education Resource Centers/Laboratories
- (5) Elementary Schools
- (6) Community Schools, Cooperatives/Consortium
- (7) Vocational Technical Schools/Centers

BRISTOL CAREER EDUCATION PROGRAM
Bristol, Connecticut
TOTAL DISTRIBUTION
Distribution Map
June 30, 1976



(8) Individuals - No Affiliate Listed

(9) High Schools

(10) School Districts

The distribution maps show the broad coverage on a national scale and also reflect interest in the project in heavy population areas i.e., California, Michigan, Northeast (New York, Pennsylvania, Massachusetts). From this data, we can conclude that the distribution phase was successful as outlined in the project objectives.

II Careful records will be kept of materials received from other programs in the exchange of information generated by the Curricular Materials Dissemination Program. The impact made on Bristol Career Education by the incorporation of ideas and methods gleaned from the materials will be assessed by means of input from the Career Education Specialists, the Project Director, and the Resource Center Director.

All curricular materials were recorded as received and set to Career Education Resource Center Library. Due to the fact that there was (1) delay in school year because of teachers' strike, (2) loss of time due to the work effectiveness of a clerical employee (a replacement was sought and made), the initial distribution was delayed. Consequently, this may have influenced the number of packets of curricular material received. The listed packets of curricular materials were received late April-May.

The following is a listing of sources from which curricular materials were received.

STATISTICAL DATA:

Total number of curricular materials received - 13

Total number of locations - 13

List:

Monte Vista Public Schools Career Information Center
Monte Vista, Colorado 81144

Needham High School Occupational Career Education Dept.
Needham, Mass.

Northeast Wisconsin Technical Institute

Rutgers, the State University of New Jersey

Anne Arundel County Public Schools
Annapolis, Maryland 21401

Tuscon Arizona Career Education Project
Tuscon, Arizona 85717

Career Education Personnel Development
Salem, Oregon 97301

Career Education/Weatherford High
1007 South Main St.
Weatherford, Texas 76086

Career Center
Palm Springs High
2248 Ramon Rd.
Palm Springs, California 92262

Des Moines, Iowa Public Schools

Michigan Department of Education

Bedford City Public Schools
Bedford, Virginia

Division of Career and Occupation Education
Agana, Guam

Most of these materials were received within the last six weeks of the project and curriculum guides, program descriptions and other materials sent were not evaluated. Having been received so late, it was impossible to assess any impact that they may provide on the Bristol Career Education program.

It is recommended that these materials be evaluated and used as resource materials in the Career Education Curriculum Library.

In this regard, the project did not meet with its expectations as a vehicle for the sharing of programmatic materials on a two way basis.

III An instrument will be developed during the final months of the program and distributed to respondents in an effort to ascertain the extent to which the Bristol materials have been put to use and what value they have had for the recipients.

An instrument was developed which would ascertain the general use of the curricular materials developed by the Bristol Career Education Program. The thrust of the instrument was to measure use within public school districts.

Caution must be exhibited in the interpretation of any trends reflected by the data on this survey. As mentioned at the outset, the thrust of this survey was toward school districts (represented categories (4) Career Education Resource Centers/Laboratories, (5) Elementary Schools, (6) Community Schools, Cooperatives/Consortiums, (7) Vocational Technical Schools, (9) High Schools, (10) School Districts - 133 of 179 respondents.) The mailing from the Bristol Career Education Center included the initial mailing of all known addressees including Connecticut State Department of Education and the United States Office of Education rather than the specified respondent list. Since the survey was designed to seek honest responses to the check list, the anonymity of the respondent was required. This technical error invalidates the interpretation of this data for the respondent group.

The trends established by a review of this data can give a general direction to the use of these material if a general assumption is made:

1. Most of the organization not categorized as school districts did not complete and return the survey.

STATISTICAL DATA:

Survey forms distributed - 458

Survey forms returned - 234

Percent of survey forms returned - 51

..The curriculum guides were mainly used for reference/
resource purposes in the career education library.

149 of the respondents (63.7%) indicated the curricular
materials were used for the purpose listed above.

..The curriculum guides were used on a restricted basis
for administrators and supervisory personnel.

56 of the respondents (23.9%) indicated the curricular
materials were used for the purpose listed above.

..The curriculum guides served as resource materials and/
or were incorporated into the regular curriculum.

71 of the respondents (30.3%) indicated the curricular
materials were used for the purpose listed above.

..Portions of the curriculum guides were reproduced for
dissemination to faculty and staff.

40 of the respondents (17.1%) indicated the curricular
materials were used for the purpose listed above.

..The total document was reproduced and disseminated to
the faculty and staff.

2 of the respondents (0.9%) indicated the curricular
materials were used for the purpose listed above.

..Intend to use total guide or portions thereof in the
future.

90 of the respondents (38.5%) indicated that the curricular
materials would be used for the purpose listed above.

..Did not use the curriculum guides.

Reason: ☐ not applicable ☐ unacceptable ☐ no reason

8 of the respondents (3.4%) indicated that they did not
use the curriculum materials. 4 of the 8 gave no reason,
3 of the 8 gave not applicable and 1 of the 8 gve
unacceptable.

..Does your district have an organized curriculum guide for
career education? ☐ Yes ☐ No ☐ In process

May 1976

TO: Career Education Specialist
Career Education Project Directors
Guidance Personnel

FROM: Bristol Public Schools Career Education Center
P.O. Box 450
985 Farmington Avenue
Bristol, Connecticut 06010

Recently you received a packet of three curriculum guides prepared by the Bristol Public Schools Career Education Center. In order to assess the value of the program "Penetrating School Strata Through Career Education", please take a few minutes from your busy schedules to check the following statements where applicable.

- ☐ The curriculum guides were mainly used for reference/resource purposes in the career education library.
 - ☐ The curriculum guides were used on a restricted basis for administrators and supervisory personnel.
 - ☐ The curriculum guides served as resource materials and/or were incorporated into the regular curriculum.
 - ☐ Portions of the curriculum guides were reproduced for dissemination to faculty and staff.
 - ☐ The total document was reproduced and disseminated to the faculty and staff.
 - ☐ Intend to use total guide or portions thereof in the future.
 - ☐ Did not use the curriculum guides.
Reason: ☐ not applicable ☐ unacceptable ☐ no reason
 - ☐ Does your district have an organized curriculum guide for career education. ☐ Yes ☐ No ☐ In process
- Would you be willing to share your curriculum materials with other school districts? ☐ Yes ☐ No

Comments:

Thank you for your cooperation. Please return this check-list in the post paid envelope provided.

FINAL PROJECT PERFORMANCE REPORT

1. Project Number 55AH50069	2. Grant Number G007502291	3. Nature of Report ☐ Semi-Annual ☒ Final
4. Project Title Penetrating School Strata Through Career Education: Dissemination Project		5. Period Covered By This Report From: 7/1/75 To: 6/30/76
6. Category Of Project (as specified in 45CFR 160d.5 and 160d.11) ☐ Incremental ☐ Settings ☐ Populations ☐ Training ☒ Communications ☐ State Plan		
7. Name Of Project Director Robert J. Edmondson c/o Richard Nolan		
8. Name and Address of Grantee/Assistance Contractor/ Institution/Phone		
Bristol Public School System 985 Farmington Avenue Bristol, Connecticut 06010	Area Code 203	Telephone Number 584-0971

9. Major Activities:

Process Objectives:

1. To provide curricular materials developed by the Bristol Career Education Project to career education programs throughout the State of Connecticut and the nation.
2. To help foster communication and sharing of materials among career education programs throughout the country.

In order to achieve the above listed process objectives the following has been accomplished:

1. Packets disseminated to all United States Office of Education/ Office of Career Education funded projects. (76)
2. Packets sent to Ms. Gloria Butler, United States Office of Education/Office of Career Education. (2)

3. Packets sent to Connecticut State Department of Education/
Division of Vocational Education/Career Education Resource
Centers. (5)
4. Packets sent to directors of projects funded under section
142(C) - Part D - Public Law 90-576. (58)
5. Packets disseminated to school superintendents throughout
Connecticut. (150)
6. Packets sent to state contact persons for Career Education
at each State Department of Education. (55)
7. Packets sent to career education practitioners who specifically
requested them as a result of initial mailings or publicity
given to the project in national publications. (179)

Total number of packets disseminated: 525

With reference to process objective #3:

To benefit the Bristol Career Education Program by initiating an
exchange which will result in the infusion of new career education
ideas and procedures from other programs.

Career Education curricular materials were received from the
following areas:

Monte Vista Public Schools Career Information Center
Monte Vista, Colorado 81144

Needham High School Occupation Career Education Department
Needham, Massachusetts

Northeast Wisconsin Technical Institute

Rutgers, The State University of New Jersey

Anne Arundel County Public Schools
Annapolis, Maryland 21401

Tuscon Arizona Career Education Project
Tuscon, Arizona 85717

Career Education Personnel Development
Salem, Oregon 97301

Career Education/Weatherford High
1007 South Main Street
Weatherford, Texas 76086

Career Center
Palm Springs High
2248 Ramon Road
Palm Springs, California 92262

Des Moines, Iowa Public Schools

Michigan Department of Education

Bedford City Public Schools
Bedford, Virginia

Division of Career and Occupation Education
Agana, Guam

10. Project Participants:

Not applicable

11. Evaluation:

The Dissemination Project evaluation has revealed that there exists a high interest from a wide variety of sources for the Bristol, Connecticut curricular packets. The recorded data indicated that many of those requesting the packets did not follow through on our request for a sharing of their prepared curricular materials. (Materials were received from only 13 sources.) However, the Dissemination Project was successful in that within a short period of time a significant number (179) of specific requests were generated from 39 different states.

For programmatic evaluation details, see the attached Third Party Evaluator's report.

12. Anticipated Changes and/or Problems:

Due to slow arrival of materials from various external sources, the impact of received curricular materials on the Bristol School System cannot be determined without further study and assessment.

13. Dissemination Activities:

No applicable in that the project is directly concerned with dissemination of career education curricular packets.

14. Special Activities:

Early in the project, budgetary changes were approved by the United States Office of Education/Office of Career Education which allowed the Bristol Career Education Program to disseminate curricular packets to the Superintendents of Schools, representing the 169 cities and towns in the State of Connecticut. This was accomplished at a statewide meeting of school superintendents held on January 29, 1976.

15. FINAL PROJECT PERFORMANCE REPORT ABSTRACT

1. Project Number 55AH50069	2. Grant Number G007502291	3. Nature of Report ☐ Semi-Annual ☒ Final
4. Project Title Penetrating School Strata Through Career Education: Dissemination Project		5. Period Covered By This Report From: 7/1/75 To: 6/30/76
6. Category of Project (as specified in 45CFR 160.d and 160d.11) ☐ Incremental ☐ Settings ☐ Populations ☐ Training ☒ Communications ☐ State Plan		
7. Name of Project Director Robert J. Edmondson c/o Richard Nolan		
8. Name and Address of Grantee/Assistance Contractor/ Institution/Phone		
Bristol Public School System 985 Farmington Avenue Bristol, Connecticut 06010	Area Code 203	Telephone Number 584-0971

9. Major Activities:

Process Objectives:

1. To provide curricular materials developed by the Bristol Career Education Project to career education programs throughout the State of Connecticut and the nation.
2. To help foster communication and sharing of materials among career education programs throughout the country.
3. To benefit the Bristol Career Education Program by initiating an exchange which will result in the infusion of new career education ideas and procedures from other programs.

In order to meet these objectives the following has been done:

1. A total of 525 curricular packets has been disseminated to:
 - A. The United States Office of Education/Office of Career Education funded projects.
 - B. Projects funded under section 142(C) of Part D of Public Law 90-576.
 - C. State Contact Persons for Career Education in each state department of education.
 - D. United States Office of Education/Office of Career Education.
 - E. Connecticut Education Department Career Education Resource Centers.
 - F. Connecticut school superintendents.
 - G. Career education practitioners and others who wrote to request packets.
2. Career education curricular materials were received by the Bristol Career Education Project from thirteen locations around the country.

10. Project Participants:

Does not apply

11. Evaluation:

Three points can be made:

1. There exists a high interest from a wide variety of sources for the Bristol, Connecticut curricular packets.
2. Many of those requesting the packets did not follow through on our request for a sharing of their prepared curricular materials.
3. The project was successful in that it produced a significant number of specific requests (179) for the curricular packets in a relatively short period of time.

12. Anticipated Changes and/or Problems:

Due to slow arrival of materials from various external sources, the impact of received curricular materials on the Bristol School System cannot be determined without further study and assessment.

14. Special Activities:

At a statewide meeting of Connecticut school superintendents on January 29, 1976, curricular packets were disseminated to superintendents representing the 169 cities and towns in the state.

FINANCIAL STATUS REPORT		1. FEDERAL AGENCY AND ORGANIZATIONAL ELEMENT DHEW/OE/OCE				2. FEDERAL GRANT NO. OR OTHER IDENTIFYING NO. G007502291																									
3. NAME AND ADDRESS OF GRANTEE ORGANIZATION Bristol School System 985 Farmington Avenue Bristol, CT 06010		4. EMPLOYER IDENTIFICATION NO. 402666		5. GRANTEE ACCOUNT NO. OR IDENTIFYING NO. V361170		6. FINAL REPORT ☒ YES ☐ NO																									
		7. BASIS OF REPORT ☐ CASH ☒ ACCRUED EXPENDITURES																													
		8. PROJECT PERIOD (Month, Day, Year) FROM 7 1 75 TO 6 30 76				9. REPORT PERIOD (Month, Day, Year) FROM 4 1 76 TO 6 30 76																									
10. STATUS OF FUNDS		PROGRAMS - FUNCTIONS - ACTIVITIES																													
		(1)	(2)	(3)	(4)	(5)	(6) TOTAL																								
a. Total outlays previously reported		\$2660.74					\$2660.74																								
b. Total program outlays this period		2639.26					2639.26																								
c. LESS: Program income credits		N/A					N/A																								
d. Net program outlays this period		2639.26					2639.26																								
e. Total program outlays to date		5300.00					5300.00																								
f. LESS: Non-Federal share of program outlays		N/A					N/A																								
g. Total Federal share of program outlays		5300.00					5300.00																								
h. Total unpaid obligations		N/A					N/A																								
i. LESS: Non-Federal share of unpaid obligations		N/A					N/A																								
j. Federal share of unpaid obligations		N/A					N/A																								
k. Total Federal share of outlays and unpaid obligations		5300.00					5300.00																								
4. Total Federal funds authorized		5300.00					5300.00																								
m. Unobligated balance of Federal funds		-0-					-0-																								
11. INDIRECT EXPENSE: a. TYPE OF RATE (Mark box)		12. REMARKS (Attach additional sheets if necessary)				13. Certification - I certify that to the best of my knowledge and belief this report is correct and complete and that all outlays and unpaid obligations are for the purpose set forth in the grant award documents.																									
☐ PROVISIONAL ☐ FINAL																															
☐ PREDETERMINED ☐ FIXED																															
b. RATE																															
c. BASE																															
d. TOTAL AMOUNT		13. Certification - I certify that to the best of my knowledge and belief this report is correct and complete and that all outlays and unpaid obligations are for the purpose set forth in the grant award documents.																													
e. FEDERAL SHARE		<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td colspan="2">NAME Richard Matt, Coordinator</td> <td colspan="2">TITLE Robert Edmondson, Director</td> <td colspan="2">TELEPHONE AREA CODE NUMBER EXT.</td> </tr> <tr> <td colspan="2">(c/o Richard Nolan)</td> <td colspan="2"></td> <td colspan="2">203 584-0971</td> </tr> <tr> <td colspan="4">SIGNATURE OF AUTHORIZED OFFICIAL <i>Dr. William F. Rowe</i></td> <td colspan="2">DATE REPORT IS SUBMITTED</td> </tr> <tr> <td colspan="4">Dr. William F. Rowe, Superintendent</td> <td colspan="2">36</td> </tr> </table>						NAME Richard Matt, Coordinator		TITLE Robert Edmondson, Director		TELEPHONE AREA CODE NUMBER EXT.		(c/o Richard Nolan)				203 584-0971		SIGNATURE OF AUTHORIZED OFFICIAL <i>Dr. William F. Rowe</i>				DATE REPORT IS SUBMITTED		Dr. William F. Rowe, Superintendent				36	
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INSTRUCTIONS FOR PREPARING THE FINANCIAL STATUS REPORT

Item 1 - Enter the name of the Federal grantor agency and organizational element to which this report is submitted.

Item 2 - Enter the grant number or other identifying number assigned by the Federal grantor agency.

Item 3 - Enter the name and complete mailing address, including the ZIP code for the grantee organization.

Item 4 - Enter the employer identification number assigned by the U.S. Internal Revenue Service.

Item 5 - This space is reserved for an account number or other identifying numbers which may be assigned by the grantee.

Items 6 and 7 - Mark the appropriate boxes.

Item 8 - Enter the month, day, and year of the beginning and ending of this project period. For formula grants which are not awarded on a project basis, show the grant period.

Item 9 - Enter the month, day, and year of the beginning and ending dates of the period for which this report is prepared. The frequency of the report will be established by the Federal grantor agency.

PLEASE READ BEFORE COMPLETING ITEM 10 - The purpose of vertical Columns (1) through (6) is to provide financial data for each program, function, and activity in the budget as approved by the Federal grantor agency. If additional columns are needed, use as many additional forms as needed and mark "continuation" on each form; however, the summary totals of all programs, functions or activities should be shown in the "total" Column of the first page.

For grants pertaining to a single Federal grant program (catalog number) or several grant programs which do not require a functional or activity classification, enter under Columns (1) through (6) the title of the program(s). For grants pertaining to multiple programs where one or more programs require a further breakdown by function or activity, use a separate form for each program showing the applicable functions or activities in separate columns. For grants containing several functions or activities which are funded from several programs, prepare a separate form for each activity or function when requested by the Federal grantor agency.

Item 10 - STATUS OF FUNDS

Line a. Enter the total outlays reported on Line 10e of the last report. Show zero, if this is the initial report.

Line b. Enter the total gross program outlays for this report period, including disbursements of cash realized as program income. For reports which are prepared on a cash basis, outlays are the sum of actual cash disbursements for goods and services, the amount of indirect expense charged, the value of in-kind contributions applied, and the amount of cash advances and payments made to contractors and subgrantees. For reports prepared on an accrued expenditure basis, outlays are the sum of actual cash disbursements, the amount of indirect expense incurred, the value of in-kind contributions applied, and the net increase (or decrease) in the amounts owed by the grantee for goods and other property received and for services performed by employees, contractors, subgrantees, and other payees.

Line c. Enter the amount of all program income realized in this period which is to be used in the project or program in accordance with the terms of the grant. For reports prepared on a cash basis, enter the amount of cash

income received during the reporting period. For reports prepared on an accrual basis, enter the amount of the net increase (or decrease) in the amount of accrued income since the beginning of the report period.

Line d. This amount should be the difference between amounts shown on Lines b and c.

Line e. Enter the sum of amounts shown on Lines a and d above.

Line f. Enter the amount pertaining to the non-Federal share of program outlays included in the amount on Line e.

Line g. Enter the Federal share of program outlays. The amount should be the difference between Lines e and f.

Line h. When the report is prepared on a cash basis, enter the total amount of unpaid obligations for this project or program including unpaid obligations to subgrantees. If the report is prepared on an accrued expenditure basis, enter the amount of undelivered orders and other outstanding obligations. Do not include any amounts that have been included on Lines a through g. On the final report, Line h should have a zero balance.

Line i. Enter the non-Federal share of unpaid obligations shown on Line h.

Line j. Enter the Federal share of unpaid obligations shown on Line h. The amount shown on this line should be the difference between the amounts on Lines h and i.

Line k. Enter the sum of the amounts shown on Lines g and j. If the report is final, the report should not contain any unpaid obligations.

Item l - Enter the total cumulative amount of Federal funds authorized.

Line m. Enter the unobligated balance of Federal funds. This amount should be the difference between Lines k and l.

Item 11 - INDIRECT EXPENSE

a. Type of rate - Mark the appropriate box.

b. Rate - Enter the rate in effect during the reporting period.

c. Base - Enter the amount of the base to which the rate was applied.

d. Total Amount - Enter the total amount of indirect cost charged during the report period.

e. Federal Share - Enter the amount of the Federal share charged during the report period.

If more than one rate was applied during the project period, include a separate schedule which shows the bases against which the indirect cost rates were applied, the respective indirect rates, the month, day, and year the indirect rates were in effect, amounts of indirect expense charged to the project, and the Federal share of indirect expense charged to the project to date. (See FMC 74-4 which contains principles for determining allowable costs of grants and contracts with State and local governments.)

Item 12 - Space is provided for any explanation deemed necessary by the grantee or for the provision of information required by the Federal grantor agencies in compliance with the governing legislation.

Item 13 - Complete the certification before submitting this report.